

## Oathall Community College - COVID-19 - Moving around the school site risk assessment

*Please note this risk assessment deals with risks directly related to COVID-19 and should be read in conjunction with existing school risk assessments.*

Task /Activity being assessed	Moving around the school site.
Faculty / Department	All departments
Date of Assessment	20 May 2020 (to be reviewed weekly or as Government guidance changes)
Reviewed by:	Karen Crockford
Signed off by:	Jo Godbolt - 08 June 2020

Hazards	Who might be harmed	Existing control measures	Additional actions to lower the risk	Comments/Actions
Virus Transmission - surfaces	Staff Pupils Visitors	Good hand hygiene.  Avoid touching surfaces where possible and avoid touching your face  Routine daily cleaning regimes	<ul style="list-style-type: none"> <li>• Only designated parts of the school will be accessible.</li> <li>• Doors within the school should remain open at all times.</li> <li>• Individuals should limit movement around the site as much as possible.</li> <li>• Wash hands regularly.</li> <li>• Site staff /cleaners will regularly clean surfaces in teaching rooms &amp; other high traffic areas</li> <li>• Handwashing reminder signs will be present</li> </ul>	<p>Only open designated parts of the school. Signs to indicate areas that should not be accessed.</p> <p>Ensure access to cleaning materials and COSHH guidance.</p>
Virus Transmission - equipment	Staff Pupils Visitors	Minimum equipment required present in school.	<ul style="list-style-type: none"> <li>• Individuals should be self-sufficient and utilise their own work stationery and equipment. Including food and drinks to avoid shared usage of equipment.</li> </ul>	

**Oathall Community College - COVID-19 - Moving around the school site risk assessment**

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Hazards	Who might be harmed	Existing control measures	Additional actions to lower the risk	Comments/Actions
			<ul style="list-style-type: none"> <li>• Sanitisers/wipes will be made available and any shared equipment handled such as photocopiers, telephones etc cleaned down before and after use and wipe disposed of in the bin provided.</li> <li>• Individuals should take extra care of their personal possessions to avoid lost property.</li> </ul>	
Virus Transmission - person to person	Staff Pupils Visitors	<p>General social distancing guidance to remain 2m or 3 steps apart.</p> <p>Individuals who display any possible symptoms should not attempt to enter the building.</p>	<ul style="list-style-type: none"> <li>• Individuals should limit movement around the site as much as possible.</li> <li>• Start and finish times will be staggered for pupils and staff</li> <li>• Windows should be kept open to aid ventilation.</li> <li>• One-way systems will be in place.</li> <li>• Be aware not to overcrowd small communal areas such as toilets/ refreshment areas and corridor pinch points.</li> <li>• Students to take staggered breaks in the piazza or hall if wet weather.</li> <li>• Staff breaks should be taken in the staff room, outside or if necessary, in the canteen to avoid overcrowding.</li> </ul>	<p>Social distancing signs and markings will be in place</p> <p>Signage for one-way systems.</p>